

Minutes of Cable TV License Renewal Advisory Committee 1/11/2019

Meeting brought to order at 5:59 PM. In attendance: Walter Sebastian, Denise Kopasz, Tricia Ford, Beverly Hobbs.

Minutes of November meeting approved by Denise, seconded by Tricia.

Per Walter most pressing items are the survey completion and posting as well as creating the "Business Plan" document. The Business Plan will include service enhancements, linking the buildings, and support PEG Access television.

Comcast Issues:

There are several significant changes to Comcast accounting. Comcast is separating Phone, Cable and Internet services in the accounting, and only giving the Town the funds based on Cable subscriptions. The revenue changes have taken place and the town is getting less money. Eastham residents are older and the cable cutting is less severe than other towns, but we are affected.

The FCC has made a ruling on towns' ability to issue licensing that will go into effect in 2020. If we get the contract done this year, we will not be affected by this ruling. This is earlier than our original goal and gives urgency to the tasks.

KP Law is also supporting other outer cape towns (William Hewig is our attorney). Local Town Administrators have gotten together and discussed negotiating as a group. This includes Administrators from Brewster, Orleans, Eastham, Wellfleet and Truro. There is a suggestion that all of the Lower Cape Cable License Renewal Committees meet together as well and pool resources.

Towns are receiving 4.6 % of Comcast monthly revenue. The towns want to negotiate up to 5% Revenue is broken by town. The Government channel gets 60% of funds, the 40% goes to Lower Cape TV. Channels 99 and 22 share content with other Towns.

We are providing Bill Hewig those items as requested in his letter

We are invited to go to High School and see the Studio.

"Ascertainment Document" in dropbox folder. Outlines capital and revenue from comcast. Funds are received as a lump sum to bill out for services. This is the document that will be updated from the information on our surveys.

Rights of ways need to be considered in the documentation.

We need to get survey to get public input.

Survey:

Public:

- Looking at a Google.doc for the survey. Need to be precise in questions. The answers from the Google doc survey can be downloaded and will auto fill a spreadsheet.
- Survey to be announced on Channel 22, 18, as well as Facebook, on Town Web site and other available means.
- Discussion on ways to involve people. Raffles, prizes suggested as incentives
- A hard copy of the survey will need to be distributed to those who do not have access/ability to use the Web. Sites considered are the Library and the Senior center, with a possibility of a dedicated workstation in addition to the hardcopies. There are concerns that some may fill in more than one per person.

Town Departments:

- To survey the Town Department Heads, perhaps have a focus group or attend a meeting. A discussion on how to best get the input from the Department Heads was held.

Action Items:

- Discuss with Mike and Jacqui to see what the needs of the town. Schedule Jacqui and Mike to the next meeting. Walter will extend the invitation.
- Walter asked that Bev send the minutes from the October and November meetings to the Town Clerk. (This has been completed). We also need to develop a procedure as to who signs off on the minutes and subsequently submits the document.

Motion to adjourn 6:55 PM by Denise, seconded by Tricia.



Approved: Beverly Hobbs, Chair

6-17-19

Date